	JOB DESCRIPTION		Page 1 of 3
	Effective Date:: Revision :		
	Title: Junior Millwright		

DEPARTMENT: OSS OVERSTRAND

Responsible To/Supervision: MAINTENANCE ENGINEER

Responsible For/Supervision Exercised: N/A

Status: FULL TIME EMPLOYEE

Job Summary: MAINTAIN MILLWRIGHT DUTIES AT ALL SITES WITHIN THE OVERSTRAND AREA


SPECIFIC OUTCOMES:

1. Responsibilities

- a) Service and repairs on multidisciplinary equipment in the Overstrand area.
- b) Electrical and Mechanical fault finding and reporting.
- c) Installation of equipment in various areas in the Overstrand region.
- d) Full commissioning of plants and equipment.
- e) Ensure that serviced and installed/commissioned plant and equipment conforms to specifications before being handed over.
- f) Promote Veolia Services Southern Africa (Pty) Ltd to all customers.
- g) Maintain a neat and sober manner at all times.
- h) Maintain the condition of your motor vehicle & tools in an acceptable manner.
- i) Support and assist with workshop activities.
- j) Maintain plant equipment to OEM standards.

2. Authority


- a) Control stock items issued to him/her.

	JOB DESCRIPTION		Page 2 of 3
	Effective Date:: Revision :		
	Title: Junior Millwright		

- b) Receive and dispatch goods on behalf of the company. Take the lead in installations and commissioning activities.

3. Duties

- a) Perform fault finding duties on telemetry systems, motor control centres (LV switchgear and installations), Blowers, Compressors, Generators, pumping systems, bulk water and wastewater pipelines and other electrical and mechanical infrastructure related to water and wastewater treatment and conveyance.
- b) Compile reports on root cause failure and recommendations for plant reliability improvement.
- c) Ensure that safety procedures are followed and adhered to i.e. PTW, PTO's and risk assessments etc.
- d) Service, repair and inspect electrical, instrumentation and mechanical equipment
- e) Record the service or repair of all work carried out on a job card.
- f) Complete vehicle log sheet/time sheets weekly.
- g) Stock : Make out stock transfer documents to replace stock items used.
- h) Supervise/assist with the installation, maintenance and repair of equipment by contractors.
- i) Maintain site logbook, change order sheets, work instruction books regularly
- j) Ensure installation/commissioning program and procedures are adhered to.
- k) Ensure that all equipment installed by Veolia Services Southern Africa (Pty) Ltd are installed correctly, working correctly and are operating according to the clients specification..
- l) Assist other departments in the promotion of other services/products.
- m) Maintain Safety Precautions, and sound housekeeping principles and due care of all equipment/assets under your control/care.
- n) Be available for stand-by.
- o) Perform any other duties required by your designated departmental manager.

	JOB DESCRIPTION		Page 3 of 3
	Effective Date::	01 May 2023	
	Revision :	0	
Title: Junior Millwright			

CRITICAL CROSS FIELD OUTCOMES:

- a) Perform all duties to the latest ISO 9001 Quality Standard Requirements
- b) Function as part of a team.
- c) Ensure total confidentiality of all information, internal and external, pertaining to the business of Veolia Services Southern Africa (Pty) Ltd, all its Employees and Management.

REQUIRED COMPETENCE AND/OR QUALIFICATIONS:

- a) Grade 12 or NQF Level 3 Qualification.
- b) Millwright Trade Certificate.
- c) At least three years related experience.
- d) Code B drivers licence.
- e) Computer literacy.
- f) Good administrative skills.
- g) Verbal and written communication skills.

RANGE STATEMENTS:

You will be required to perform your duties at the Hermanus Water and Waste Water Treatment Plant, managed by Veolia Services Southern Africa (Pty) Ltd. or any other site/project office as required by the Company.

Starting date: ASAP

Applications, in the form of a detailed CV and a covering letter, should be submitted to the HR department – ruth.weideman@veolia.com 25 August 2023.